

Baraboo Community Development Authority
Minutes of the Executive Committee
Tuesday December 3, 2019

Chairperson Wastlund called the meeting to order at 6:00 P.M. in Room 234, Baraboo Municipal Building, 101 South Blvd., Baraboo, WI 53913

1. Roll Call

Present: Wastlund, Fordham
Absent: Koehler
CDA Members: Bobholz
Staff: Patrick Cannon

2. Note of Compliance with Open Meeting Laws

The Chair noted that the agenda was posted in compliance with the Wisconsin State Statutes.

3. Approval of Agenda

A motion was made to approve the Agenda as presented
Fordham (1); Wastlund (2)
Aye: All via voice vote

4. Approval of Minutes – November 5, 2019

A motion was made to approve the Minutes as presented
Fordham (1); Wastlund (2)
Aye: All via voice vote
Nay: None

5. Public Comment

No one from the public wished to speak.

6. Old Business

None

7. New Business

A. Consideration and discussion of proposed changes to Façade Improvement Program Operating Plan

Staff noted that the several minor adjustments are needed for the current plan document. These changes are to clarify the document only.

After careful review, the Committee made several changes to the Façade Improvement Program Operating Plan document and directed Staff inform the Board of the minor changes.

A motion was made to approve the minor changes to Façade Improvement Program Operating Plan document and directed Staff inform the Board of the minor changes.

Fordham (1); Wastlund (2)
Aye: All via voice vote
Nay: None

B. Review and discussion of Admissions and Continued Occupancy Policy

- i. **Chapter 1** **Overview of the Program and Plan**
- ii. **Chapter 2** **Fair Housing and Equal Opportunity**
- iii. **Chapter 3** **Eligibility**
- iv. **Chapter 4** **Occupancy Standards and Unit Offers**

It was noted that the current Admissions and Continued Occupancy Policy had not been reviewed for several years. Staff was reviewing the document and had several recommended adjustments.

The Committee reviewed Chapters 1 & 2 only due to a time constraint. Several recommended adjustments were made. No formal action was taken at this time and the entire policy changes will be recommended to the Board at a later time.

8. Board Member Comments

No member wished to make a comment at this time

9. Adjournment

A motion was made to adjourn the meeting at 6:55 P.M.

Koehler (1); Fordham (2)

Aye: All via voice vote

Approved by Executive Committee on:

Carolyn Wastlund, Chair

Patrick Cannon, Recorder